

## Data Protection - Privacy Statement

The EU General Data Protection Regulation (GDPR) 2016/679 has been in effect from 25<sup>th</sup> May 2018 to protect you and the personal information organisations - including this Parish Council - hold about you.

This Parish Council is what is termed a "Data Controller" and is responsible for deciding how we use the data we hold about you in a way that is lawful, fair and transparent. The Parish Clerk is our "Data Protection Officer" (DPO) whose job is to make sure that the management of information collected by the Parish Council complies with the Regulation.

You will find a copy of our GDPR Policy on the village website ([www.berghapton.org](http://www.berghapton.org)). It sets out how we will fulfill our obligation to you and how we will comply with this new Regulation. It includes a summary of your rights including the right to be informed; to access your information; to amend it; to erase it; to object to its content; and not to be subject to automated decision-making. You have the right, if you believe that our handling and storage of your information breaches the terms of the GDPR, to lodge a complaint with the Information Commissioner (ICO)

We must also tell you (a) why we hold personal data about you, (c) what we propose to do with it and (d) for how long we will store it. We give you the answers to these questions at the end of this letter.

We will at no time share the information we hold about you with any other person or organisation without contacting you to ask your permission, and without you having given that permission.

Our Parish Clerk is Angela Tregear. If you need to contact her on any issue in respect of the GDPR her email address is [clerk@berghapton.org.uk](mailto:clerk@berghapton.org.uk). Her phone number is 07429 233109.

David Skedge

Chairman, Bergh Apton Parish Council.

About the information we hold on you:

**Q: Why do we hold personal data about you?**

A: So that we can contact you in order that the business of the Parish Council can be transacted.

**Q: What will we do with the information we hold about you?**

A: We will use it to contact you so that we can tell you of those things outlined in the previous answer.

**Q: How long will we store the information we hold about you?**

A: We will hold this information for the duration of a current Parish Council (currently four years). A new Council, on taking office, will review both the information and the way it is held. If there are changes the Parish Clerk will tell you of them.